

## West Virginia Personal Care Application Through Enrollment Process

### MNER

- You or your physician will submit an Initial PC Medical Necessity Evaluation Request (MNER) to KEPRO via fax or email
- KEPRO will process and, if complete and correct, will refer the request to a scheduler (KEPRO will verify you have WV Medicaid)

### Appt

- KEPRO will call you to schedule your appointment to determine medical eligibility for PC services; you will have an assessment called the Pre-Admission Screening, or PAS

### PAS

- KEPRO will come to your home or facility (ex. hospital) and complete the PAS
- During the assessment, KEPRO will ask what agency you would like to provide your PC services, if you are found eligible

### Enroll

- If eligible, KEPRO will refer your case to your chosen PC agency
- Your chosen agency will contact you to plan for and begin PC services

### Re-eval

- Each year you must be reevaluated to make sure you are still eligible for the program; your PC agency will submit a PC-MNER through KEPRO's online system to start the process